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1949-50 File No. 679/48

D CLASS P.W. DEPARTMENT
& BRANCH(11)

Subject:— Training.

1) Intensive courses of- for officers
11) Deputation of officers for- to other provinces or abroad.

A & C's Report
(para 355).

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File No. 679/48-E(11)

Etd. Scott. Slip. 24 A

G.R., G.D., No. 2408, dated 22-6-22.]

Std. Sectt. 78 o.

Correspondence

DOCKET SHEET

Subject :—

File No. 679/48

F. & R. DEPT.

8o (11) BRANCH.

References :—

Date	To whom sent.	Notes and instructions.

Administrative Enquiry Committee's Report

Recommendation made in paragraph 355 of the-

Government orders on-

GOVERNMENT OF BOMBAY.
Political and Services Department.
Resolution No. 3063/46.
Bombay Castle, 13th April 1949.

RESOLITION OF GOVERNMENT.

In paragraph 355 of its report the Administrative Enquiry Committee has recommended(1) that intensive course of training should be organized,(2) that if there are no facilities in the Province for training, Officers should be deputed for special studies in other parts of the country and aboard; and (3) that study leave may be given freely to officers durig the early part of their career. Government has cafefully considered these recommendations and is pleased to direct that they should be accepted. The Secretariat Department should take necessary action accordingly, so far as they are respectively concerned,

By order of the Governor of Bombay,

M.D.Bhat.

Chief Secretary to the Government of Bomba
Political and Services Department.

To.

All Department of the Secretariat.

Administrative Enquiry Committee's Report.

Recommendations regarding training of officers and staff.

GOVERNMENT OF BOMBAY?
Labour and Housig Department,
No.270/48.

Bombay Castle, 5th April 1950.

Read paragraphs 355 and 363 of the Administrative Enquiry Committee's Report in which the Committee has recommended that (I) intensive course of training should be organized,(2) that if there are no facilities in the

Provinces.....

for training, officers ~~xxxxxxx~~ should be deputed for special studies in other parts of the Country and abroad, (3) that study leave may be given freely to officers during the early part of their career and (4) that training in prodedure should be combined with training inobjective.

Roads Government Resolution, Political and Services Department, No. 3063/46 dated the 13th April 1949.

Letter from the Commissioner of Labour No. CL/M/551 dated the 28th November 1949.

"With referene to Government Endorsement Labour Department No. 270/48/12936-D, dated the 20th May 1949, I have the honour to state that the need for training the new incumbants to the posts of gazetted officers with a view to equipping them for shouldering their responsibilities efficiently, has been felt for some year and the heads of offices under me have been giving them adequate training, on their joining their appointment for the first time, before they take up their duties independently. However, no comprehensive arrangement for a systematic training for officers, in all the five offices under me, could be evolved, on account of the very limited number of permanent officers in service and the very small annual recruitment of officers. I give below the total number of officers in 1947, 1948 and 1949, in each of the offices, to show how, except in the case of the chief Inspector of Factories, Bombay, very few officers have been taken annually. This circumstance naturally precludes the feasibility of an elaborate trainig establishment.

Office	1947	1948	1949
Chief Inspector of Factories	13	16	30
Chief Inspector of Steam Boilers.	9	10	10
Deputy Commissioner of Labour. (Administration.	5	8	11
Deputy Commissioner of Labour (Information)	1	2	3

1.	2	3	4
Deputy Commissioner of Labour(Welfare)	4	5	6
Deputy Commissioner of Labour(Welfare) Labour Branch.	6	10	13

2.The Deputy Commissioner of Labour(Administration) place a newly appointed officer,under training for one month during which period the officer attends conciliation proceddings as an observer,studies the various Acts,rules awards,departmental orders,etc. The Assistant Commissioner to be appointed at Ahmedabad,however,has to undergo an additional month's training at Ahmedabad, in a view of the comparatively greater responsibilities attached to his post, in so far as, he has to work at an important industrial centre, away from Headquarters, more independently than other Assistant Commissioners in Bombay.

3. The Deputy Commissionerof Labour(Information) also guides his officer for about a month in which he personally initiates them into their duties.

4. The officers under the Deputy Commissioner of Labour (Welfare) also devote a period of about 4 to 6 weeks,in studying the work of their office under the personal supervision and guidance of the Deputy Commissioner of Labour(Welfare), both on the Labour and the Welfare Branch, the Assistant Labour Officers being trained personally by the Assistant Commissioners of Labour both in theory and practice.

5.The Chief Inspector of Factories posts, the newly appointed Inspectors, for training under a Senior Inspector, who takes him to factories in order to show the officer the way in which actual inspection of factories is carried out. This is for a period of two months.No officer is posted to the offices,unless he has been an Inspector in

Bombay.....

Bombay for a period of at least on year, whereche has been an Senior Inspector, and the Chief Inspector ax to guide him. The certifying Surgeon and the the Dady Medical Inspector do not requires any special training The payment of Wages Inspector is trained by the Chief Inspector of Factories himself.

6- Like the Inspectors under the chief Inspector of Factories, the Inspectors uder the Chief Inspector of Steam Boilers and Smoke Nuisances, have also to accompany, after appointment, a Senior Inspector, when he goes out to inspect boilers, for a period of one month. As they are technically qualified men this practical demonstration of boiler inspection is sufficient to enable them to learn their duties.

7. With a view however, to considerig the possibilities of improving these arrangements, if possible, on the lines recommended by the Administrative Enquiry Committee, a meeting of the Heads of Offices under me, was held. In the li-ht of the delibe-ations at the meeting, I have to suggest that it may be made obligatory for every Assistant Commissioner to be fairly conversant with th working of all the offices of the three Deputy Commissioners under me, in view of the fact that, the Assistant Commissioners are eligible for being posted form one office to another. With this inview, I propose that every Assistant Commissioner should be made to undergo training for two months, after recruitment, onw month, in th e officex in which he is to be posted, on the lines mentioned in paragraph two above and one month, in the offices of the other two Deputy Commissioners. In the case of the Inspectors under the Chief Inspectors of Factories and theex chief Inspector of steam boilers and smoke Nuisances, one month's trainig is deemed to be sufficient As for Assistant Labour Officers, provision for training may be made at the School for Training of Labon Welfore Worke-s, Bombay, run unde- the administrative control of the Deputy Commissioner of Labour (Welfare.) The short term course which lasts from....

from April to June every year,will eb suitable for this purpose.

8. As regards deputing officers to other parts of the country for training, it is felt that,Bombay being the premier indst-ial province with acknowledged leadership in the handling of labour relations, this would not be necessary, at least, for the present Deputation of officers abroad is not contemplated at this stage as the question has already been covered by the scheme for Training of Labour Officers in the United Kingdom.

9. It is also suggested that the three Deputy Commissioners, the Chief Inpector of Factories and the Chief Inspector of steam Boilers and smoke Nuisances should hold annual or six monthly conferences of officers under them, inorder to discuss questions of common interest and the 'objectives' of the Department.These conferences may take the place of Refresher Courses,The Inspector of Factories may also be deputed to the Refresher Course for Factory Inspectors,organised by the chief advise- of factories, Government of India.In this connection I may also suggest that the Government of India may be moved to hold conferences of Heads of offices or Departments, Conciliation Officers,Social workers etc. separately. It is hoped that the exchange of id as and experience at such conferences will be helpful to some extend towards combing'procedre' with 'Objectives' as envisaged in paragraph 363 of the report of the Administrative Enquiry Committee.

10 Unlike the Police,Forest,Revenue and such other departments employing a large number of gazetted officers, which the Committee seem mainly to have in mind while making the recommendations, the officers under me are too few to make the establishment of a special school having a full time course,qualified instructors etc. feasible.The question of study leave,for officers of.....

of this department, thereofre, except in the case of the Assistant Labour Officers, who, as suggested above will have to attend the three months' course, does not seem to be relevant, It is doubtfl if officers deputed abroad for training benefit very much by the training they receive beyond broadening their xxxy mind and outlook. During the period of inital training, as detailed above and the period of attneding the conferences, the officers may be considered as on duty. The Assistant Labour officers, however who may be sent for training to the School for training of Labour Welfare workers, in convenient batches, may be granted the necessary study.leave.

Resolution; Government has carefully considered the recommendations made in paragraphs 355 and 363 of the Administrative Enquiry Committee's Report and has cometo the conlusion that it is not feacible at presenttor organize intensive courses of training for the officers of the Labour and Housing Department as recommended by the Administrative Enquiry Committee. Departmental training should be givenix instead onthe following Depart-mentlines

Designation of officer.	Period of training	Designation of officer who should give the training.
1 Assistant Commissionor of Labour	Two mohhs(one month in the of ice of the Deputy Commissioner of labour in which the incumbent is posted and one month in the offices on the other two Deputy Commissioners of labour)	The Deputy Commissioner of Labour concerned.
2 Inspector of Factories.	One month	Chief Inspector of Factories.
3 Inspector of steam Boilers.	One month	Chief Inspectorof steam Boiler and smoke Nuisanes.

The Assistant Labour officers and the District Labour Officers should be deputed for training in the short-term course of 3 months at the school for training of labour Welfare Workers in Bombay.

The trainig of these officers shohd start as far.....

far as possible within six months of their appointment and in any case should be finished during the probationer ary period attached to the respective posts.In the case of the ecistig incumbents training should start as soon as it is convenient.

2. The practice of deputing Inspectors of Factories to attend the refresher course whenver they are organised by the Chief Adviser of factories should be continued a s heretof fore.

3. The Commissioner Labour should call conferences of the various officers under him once a year to discuss questions of common interest and the objectives of the department. These conferences should be in the natureof refresher courses.

By order of the Governor of Bombay.

Sd/-

For Secretary to the Government of Bombay,
Labour and Housing Department.

To

The Private Secretaryto Governor,

The Commissioner of Labour, Bombay,

The Accountant General,Bombay.

The Finance Department,

The Political and Services Department.

All other Departments of the Secretariat(except the Separate Department)

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